

2006
AOG REQUEST FOR FUNDS (RFF) - 9237

STATE OF UTAH -CDBG PROGRAM
324 SOUTH STATE STREET, SUITE 500
SALT LAKE CITY, UTAH 84111

(801) 538-8861

REQUEST #:

Date of Request:

SECTION I - GRANTEE INFORMATION

1. GRANTEE NAME AND ADDRESS:

2. CONTRACT #:

3. CONTRACT AMOUNT \$

4. DATE OF THIS REPORTING PERIOD:

FROM:

TO:

5. ACCOMPLISHMENT NARRATIVE:

SECTION II - EXPENDITURES OF CDBG FUNDS ONLY – ROUND ALL FIGURES TO THE NEAREST DOLLAR

BUDGET CATEGORY	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5
ADMINISTRATION	CONTRACT BUDGET	EXPENSES INCURRED THIS REPORTING PERIOD	ALL PRIOR EXPENDITURES	TOTAL EXPENSES	BALANCE AVAILABLE
SALARIES					
OFFICE SUPPLIES					
TRAVEL					
OTHER (IDENTIFY)					
PLANNING					
SALARIES					
SUPPLIES/EQUIPMENT					
TRAVEL					
OTHER (IDENTIFY)					
TECHNICAL ASSISTANCE					
SALARIES					
SUPPLIES/EQUIPMENT					
TRAVEL					
OTHER (IDENTIFY)					
FINAL TOTALS	\$	\$	\$	\$	\$

SECTION III - GRANTEE TO COMPLETE ITEM 6 ONLY

6. THIS REQUEST IS FOR \$ _____
ATTACH INVOICES AND/OR OTHER DOCUMENTATION TO SUPPORT REQUEST.

SIGNATURE OF PROJECT MANAGER OR ELECTED OFFICIAL

(For State Use Only)PROGRAM SPECIALIST:

DATE:

VENDOR #:

(For State Use Only)DIVISION ACCOUNTANT:

DATE:

HUD Activity OR Activities

(For State Use Only)ORG#/APPR UNIT/RPT CAT:

OBJECT CODE:

DEPARTMENT #:

SECTION I - GRANTEE TO COMPLETE FRONT SIDE AS INSTRUCTED BELOW

- 1. Name and official mailing address of Grantee. (include sub-grantee if applicable)**
- 2. CDBG Contract Number: (6 digits)**
- 3. Amount of CDBG Contract ONLY**
- 4. Enter the period of time these expenses cover. (Usually 1 month)**
- 5. Provide a brief narrative description of the project's progress/accomplishments or status since the previous RFF was submitted.**

SECTION II- GRANTEE TO COMPLETE FRONT SIDE AS INSTRUCTED BELOW

COLUMN 1: Contract Budget	Insert the figures from the budget page, Attachment D, of the contract. The figures in this column should not be changed <u>without a contract amendment</u>.
COLUMN 2: Expenses incurred this	Indicate the total expenses for each category, during the period being reported.
COLUMN 3: All prior expenditures	Enter the cumulative amounts spent in each category (Get this information from the most recent RFF).
COLUMN 4: Total Expenses	Add Columns 2 and 3 and enter the total in column 4.
COLUMN 5: Balance Available	Subtract Column 4 from Column 1.

SECTION III - GRANTEE TO COMPLETE FRONT SIDE AS INSTRUCTED BELOW

6. ENTER THE AMOUNT OF EXPENSES INCURRED DURING REPORTING PERIOD.

THE TOTAL AMOUNT OF ITEM 6 MUST EQUAL THE FINAL TOTAL OF COLUMN 2, EXPENSES INCURRED THIS REPORTING PERIOD. ATTACH APPLICABLE DOCUMENTATION.

SECTION I - GRANTEE TO COMPLETE FRONT SIDE AS INSTRUCTED BELOW

1. Name and official mailing address of Grantee. (include sub-grantee if applicable)
2. CDBG Contract Number: (6 digits)
3. Amount of CDBG Contract ONLY
4. Enter the period of time these expenses cover. (Usually 1 month)
5. Provide a brief narrative description of the project's progress/accomplishments or status since the previous RFF was submitted.

SECTION II- GRANTEE TO COMPLETE FRONT SIDE AS INSTRUCTED BELOW

COLUMN 1: Contract Budget	Enter the figures from the contract budget page, Attachment D. The figures in this column should not be changed <u>without a contract amendment.</u>
COLUMN 2: Expenses incurred this	Indicate the total expenses for each category, during the period being reported.
COLUMN 3: All prior expenditures	Indicate the cumulative amounts spent in each category (Get this information from the most recent RFF).
COLUMN 4: Total Expenses	Add Columns 2 and 3.
COLUMN 5: Balance Available	Subtract Column 4 from Column 1.

SECTION III - GRANTEE TO COMPLETE FRONT SIDE AS INSTRUCTED BELOW

6. ENTER THE AMOUNT OF EXPENSES INCURRED DURING REPORTING PERIOD.

THE TOTAL AMOUNT OF ITEM 6 MUST EQUAL THE FINAL TOTAL OF COLUMN 2, "EXPENSES INCURRED THIS REPORTING PERIOD". ATTACH APPLICABLE DOCUMENTATION. PROJECT MANAGER OR ELECTED OFFICIAL MUST SIGN OFF.